



**ENVIRONMENTAL SERVICES UTILITY
BOARD MEETING
March 21st, 2022
SUMMARY OF MINUTES**

The meeting for Kankakee Environmental Services Utility was held on Monday, March 21st, 2022 at 6:00 P.M. in the Public Safety Building.

ESU Members Present

Mayor Chris Curtis
Clerk Stacy Gall
Ald Mike Prude
Ald Mike O'Brien
Ald Larry Osenga
Ald Kelly Johnson
Ald Carmen Lewis
Ald Reginald Jones

Superintendents

Dave Tyson, PR, IPLS
Daniel Jay

Additional Alderman Present

Ald Lance Marczak
Ald Mike Cobbs

ESU Staff Present

Zach Newton, GIS/Oper's Mgr
Dennis Doyle, DPW Asst. Supt.
James Lopez, DPW Oper's Mgr
Ryan McGinnis, Oper's Mgr

MAYOR CURTIS:

The Environmental Services Utility Board meeting is called to order for Monday, March 21st, 2022. Are there any public comments? Hearing none we will move on to Section two, which is Roll Call.

ROLL CALL

ZACH NEWTON: Ald Lewis - Present Ald Swanson – Absent
Ald Prude – Present Ald Johnson - Present
Ald O’Brien - Present Ald Jones - Present
Ald Osenga – Present Clerk Gall – Present
Mayor Curtis - Present
PRESENT: 8 ABSENT: 1

MAYOR CURTIS: We have a quorum. Next is Item three the approval of the minutes. That is from February 22nd, 2022. Is there a motion to approve the minutes?

ALD OSENGA: So move.

ALD JOHNSON: Second.

MAYOR CURTIS: Motion from Alderman Osenga seconded by Alderwoman Johnson. Are there any questions, comments, changes or additions to the minutes? Alderwoman Lewis?

ALD LEWIS: I noticed that in the minutes that Alderman Prude is present and absent. Roll Call absent, then present at the beginning and then (inaudible).

MAYOR CURTIS: If I remember correctly, did you come in just a little late? I think it was at the roll call but we did make an amendment I think at one point so we need to reflect the roll call underneath with Alderman Prude being present. Any other changes, comments, questions? We have a motion from Alderman Osenga and a second from Alderwoman Johnson with the change to reflect underneath roll call on page 2 by Alderwoman Lewis that Alderman Prude was present. Any other changes or questions? Roll Call.

ZACH NEWTON: Ald Lewis - Aye Ald Swanson – Absent
Ald Prude - Aye Ald Johnson – Aye
Ald O’Brien - Aye Ald Jones – Aye
Ald Osenga - Aye Clerk Gall- Aye
AYES: 7 NAYS: 0

MAYOR CURTIS: Minutes are approved. Next is Item four, which is the approval bills. We have the bills as of March 21st, 2022 in the amount of \$636,883.80 is their approval for the payment of the bills?

ALD OSENGA: So move.

ALD JONES: Second.

MAYOR CURTIS: Motioned by Alderman Osenga and seconded by Alderman Jones. Any questions or comments about the bills?

ALD OSENGA: Under Jack's cleaning, I see they get paid \$15,338.26 Is that what they get paid monthly?

MAYOR CURTIS: I believe that's for two months. I believe that is December in January and that is for the cleaning of Public Safety building here, the Administration and Depot, those three buildings. So normally it's half of that. This is check #31676 to Jack's cleaning service for the bills any other questions?

ALD JOHNSON: Did we get a new cleaning service?

MAYOR CURTIS: This is the same cleaning service that we've had before any other questions? We have a motion and a second for the approval of the bills. Roll Call.

ZACH NEWTON:

Ald Lewis - Aye	Ald Swanson – Absent
Ald Prude - Aye	Ald Johnson – Aye
Ald O'Brien - Aye	Ald Jones – Aye
Ald Osenga - Aye	Clerk Gall- Aye
AYES: 7	NAYS: 0

MAYOR CURTIS: Bills are approved. Our next item on our agenda, are the monthly activity reports. Starting with Street and Alley DPW. Do we have any comments or presentations for that?

ACTIVITY REPORTS

DENNIS DOYLE: Pretty much in your report, unless you have any specific questions. One item that probably should be in there is that the household landscape waste begins April 1st. The material has to be in a container in our approved container or in papercraft bags through pick up. There is no bulk a leaf for grass pickup in spring time.

MAYOR CURTIS: We will make sure we get announcement out for that. Any questions for Mr. Doyle?

ALD O'BRIEN:

In you report you mentioned patching and that the crews (inaudible) is that not the case?

DENNIS DOYLE:

It wasn't a terrible winter. If it froze and thawed I don't know. It seems as if we took a lot of them out with the snow plows. We do get some of that, it seems a little worse. Some of these roads have quite a bit of mileage on them.

DAVE TYSON:

Mayor, with all the patching he is probably pretty normal for the type of winter we did have. We did have freezing and thawing. We had a lot of moisture in February then warmer weather so that constant freezing and thawing is going to cause our pavements to (inaudible) so it was a bad winter as far as that goes. It wasn't very bad snow storms but the freezing and thawing caused this to happen to the roads.

MAYOR CURTIS:

Any other questions? Mr. Doyle? Thank you sir. Next, we have Technical services. That report is in your packet. Miss Hall is actually off today. So, if there's any questions that you have there we can try to answer for you but they're working. I do know right now they're working on street lighting and some different aspects there in the report. Do you have a questions? Next we'll go into Sewer Services.

ZACH NEWTON:

Just add one more thing about Technical Services. That kind of relates to us to in building maintenance is that we've started doing the LEDs at the library. I think we have about 40 installed and we still have many, many more to go. But at least we have begun that process.

MAYOR CURTIS:

Just to give everyone an update. So, they're converting the lights at the library. The cost of around about \$39,000 to do that. For reimbursement will be for all of them except for about \$1,000 So with the with the reimbursement from ComEd on the lights to library which is going to save a lot of maintenance time my understanding is a lot the maintenance is changing up those light bulbs quite frequently. And so there should help solve that with personnel power having to do those light bulbs and then obviously save some electrical costs by having LEDs versus the normal fluorescent tubes.

ZACH NEWTON:

Some of those are getting harder and harder to get as well. As far as Sewer Services goes, it was a pretty typical

month. We had the normal amount of sewer calls. We were able to start getting back into the swing of cleaning storm and sanitary lines with the better weather about three and a half miles. I'm very happy to tell you that I think we have solved the mystery of the wet spot on Dwayne. We excavated down to find that it was a leaking Aqua main. So, we identified that they were very cooperative in getting out there and they've made the repair. They filled it in still waiting for asphalt, but at least that is that's done. We also had a meeting with the Illinois EPA, Al Gonzalez on the 28th. He came down it's a pretty normal meeting. We haven't had one in the past couple of years because of COVID. But this was just for the MS4 checklist. We've met at DPW facility. He had a few questions when the meeting was done. We have answered those and submitted those back. He's good for now. If he has anything more hills will come back to us but it's for now it's done. The last thing I want to touch on is we had a meeting with Sergeant Lundy about the hydro to begin a feasibility study of seeing what it would take to get on that substation that's next to the hydro as far as if we could generate power if we could get that on the grid.

MAYOR CURTIS:

The MS4 report, is it an annual typically?

ZACH NEWTON:

Yes, the MS4 is an annual report. It's due every June. So typically. in February this this time of year, the IEPA will come down and do a site visit see what's going on Ask some questions and kind of kind of audit what we put in the reports. Very typical.

MAYOR CURTIS:

Alderman Jones?

ALD JONES:

Albert and Merchant

ZACH NEWTON:

Yes, the intake. Yes. We are still planning to get to it this week. We're actually still waiting for the parts. They haven't come in yet. And we're also racing against the weather. We'll see how the rest of this week turns out but it is on our list we will get it.

MAYOR CURTIS:

Alderman Osenga?

ALD OSENGA:

Mayor, I just want to take a minute to compliment Zach and his team. I got a call this morning from one of my constituents that the sewer lines flow duration curves. He

went down during the break and he handed out that there was nothing there so it was underneath. I called Zach and within an hour he had a crew there. They took care of the problem and the neighbor called me back and said they did great work. Thank you Zach.

ZACH NEWTON:

Appreciate it thanks. Yeah, you know what the forecast coming in the weather. We don't want to leave those that we know that are plugged up on the inside because it's just going to flood the streets. So, it's we want to knock them out quick. We had a crew out it was a good time to get it.

MAYOR CURTIS:

Any other questions? Thank you, sir. Next, is our Lab services monthly report.

RYAN MCGINNIS:

Right now, a whole lot to report this month. Things are running pretty normally at the Lab. Just want to give you guys an update. There was a truck and it was approved sometime I believe last October. So, we were able to contact the vendor the Court Street Ford and they said they finally have a tentative build date of May of this year for that vehicle. So, we're gonna have to wait until at least then he said with supply chain issues. He said it's possible that that truck could be built and not have a chip in it and not be able to be operational. So, I'll try to keep you guys updated but we're trying to get that vehicle operational as soon as possible. Just waiting on them to actually finalize building the vehicle for us. So just waiting on them.

MAYOR CURTIS:

Are there any questions in your report that anybody? Okay, we'll move on to Financials. Elizabeth is on vacation so I'll lead you through financials. I guess we'll keep a brief but if you look at sewer and funds basically through 10 months here we should be at about 83.33% for expenses. Sewer fund expenses are about 53% I didn't see anything that was really alarmingly on that their store services group is at about 76.6%. Again, kind of right on target with most, there wasn't anything really overwhelming. Natural gas is up about 23% but I think we've all seen that with costs there. And then everything else is either right on target or under. Wastewater that is our treatment enter payments to KARMA that's rated at 4.5%. We will have to let this group know here we're expecting to hear this Thursday a ballpark figure for our payments to KARMA from the city we are expecting that rate to increase our flow is much heavier than the three other municipality. So that cost whatever

comes in at KARMA is based on what flows into there and everything, we are expecting a rate increase. They're part of the reason we're doing the I & I study. If we can get some of those levels down then hopefully we can reduce our costs with some of next year when it comes in hopefully we can button up some most pasta not have as high of a number. So, we are expecting that that increase right now we're paying just under \$500,499,908 on a monthly basis. We don't have the exact number I'll have that for you within about 10 days but we're expecting that could be increased to about \$25,000-\$30,000.00 a month. Going into Technical Services group, they're at 71.5%. Again, nothing really over big there. You'll see technical maintenance is up 4%. But if you actually look at the numbers, it's only up \$176 or the budgeted \$4,000 amount. So, it's really not over by that much. Laboratory Services Group. Same thing there. It's 66.7% on their expenses. So well under the two-month average of 83.3. Nothing really pops out there again, postage is up a little bit 31% but when you look at the number it's only up you know, budgeted 1800 Extra 500 was spent on postage, so it's not a large number. Our debt service is where it should be at 3.4% so regular we should be making our payments, public services and public works group on there are just a hair under 73% at 72.8%. Again, nothing over budget there and so overall utilities expenses through 10 months is at 73% or about 10% less than 83% that we're projecting for our budget there. If you look at the revenue report, we're at about 77.4%. So, we're about 4% higher on revenues and expenses but we're also down from the projected at 3.3. Everything's kind of right in line work needs to be there a little bit. So overall, we were obviously bringing in more income than expenses, but we're still underneath revenue that we're generating. So, in working with Dan and Dave, I'm projecting budget numbers and how we handle that for the upcoming year and we hope to have a budget that we can present to you at the next meeting. So, a draft budget for approval. Are there any questions on the finances? There is no old business. There's no unfinished business.

NEW BUSINESS

Item A: Keyless Entry Bid-Acceptance

MAYOR CURTIS:

We're gonna move into New Business Item A. Asking for a motion to accept the award bid for Ruder Technologies. The

forward on to city council tonight in your packet, we did have a sealed bid for this on March 9th. My understanding is that there was eight people that had inquired about it. We received two proposals. Both those proposals were from Ruder Technologies and Protection Associates and they were the two that had presented proposals at the last meeting. If you remember that there was some discussion about whether it was a fair and open process so we did go out to bid, posted in the paper had the opening in the clerk's office and coincidentally both proposals were the exact same amounts that were presented 30 days ago to us so there were no changes higher or lower. With that ruder technologies as \$135,215 protection associates as \$136,048.90. So based on that we're looking for recommendation to present the city council to accept the bid from Ruder Technologies.

ALD OSENGA:

So move

ALD O'BRIEN:

Second.

MAYOR CURTIS:

Motion by Alderman Osenga and Seconded by Alderman O'Brien. Are there any questions or comments or anything? I'll add to that if you remember there was also a small piece that goes they went Al Locksmith. They were the only bidder that had presented that for so that'd be on top of the \$135K and then about 60 days to get everything in and get it completed. So, we're probably looking 60 days out there just completed. This will be new keyless entry system for public safety building for the administration building and then this will also provide it for the new environmental services building between Harrison and Indiana. So, they will be all tide into that. So any other questions comments? Roll Call.

ZACH NEWTON:

Ald Lewis - Aye	Ald Swanson – Absent
Ald Prude - Aye	Ald Johnson – Aye
Ald O'Brien - Aye	Ald Jones – Aye
Ald Osenga - Aye	Clerk Gall- Aye
AYES: 7	NAYS: 0

Item B: Road Analysis Pavement Evaluation

MAYOR CURTIS:

We will present at the City Council tonight. Next is Item B and this is the Citywide Roadway Analysis Pavement Evaluation Analysis. When we were having different meetings and talking with the Alderman this is something we brought up. They will be able that we added in and also do the alleys which is option two. This is basically they will come in with a truck they will camera and survey 400 miles of city roads along with the about 200 miles of city alleys. This all be put on a digital platform. It all analyze the

roads about where they're at. Basically, we'll call it red level yellow green level so you'll be able to look on this. Tell where the road is at 80% effectiveness of words down to 40 or 50% effectiveness. So that all of our looked at we can put this on the city website the residents can look at it probably even help you with your MFT I'm sure everybody thinks the road needs to be done. Sometimes you got to pick which are the worst and some people don't like to hear that because they think their roads the worst but your leads probably in pretty good shape compared to most of the city. So, this will also help to show that hey, we're doing these areas here because they're red and yellow versus you've got a green street that maybe has another five to eight years life left on it versus two to three years life on it. So, it may seem to be pretty grim though so we have a proposal on there for option two. I think it's really important in my opinion to get the alley's also surveyed to figure out what we've got there and then be able to put a plan together how we fix the alleys. By understanding this will take about 90 days to complete this. So, we would have this about we'll call it early summer and the cost is \$92,700 and payment for this as eligible through MFT funds. So, we're looking for a motion from the ESU committee to send a City Council for approval.

ALD LEWIS: So move.

ALD PRUDE: Second.

MAYOR CURTIS: Motioned by Alderwoman Lewis and Seconded by Alderman Prude. Any questions or comments? Alderman Cobbs?

ALD COBBS: I just wonder if we run into a situation is MFT (inaudible) curbs (inaudible).

MAYOR CURTIS: I will defer to Mr. Tyson if you don't mind, but the car does do it but overall it does understand it pretty well with the cracks and the spidering in the pavement

DAVE TYSON: Yes, it'll actually pick up completely from curb to curb actually go back all the way to the sidewalks. They're not going to be evaluating the sidewalks but we will be able to pick it up on the videotape that we will have from this program. So, we'll get that now go to Zach so we can put it in the computer system. But what he'll be very thorough about what it picks up as far as curbs and double cracking the roads, the condition of the surface and then like he said like the Mayor said we'll be able to read them which

will help all the Aldermen decide which roads within your own wards.

MAYOR CURTIS: Ideally, what I'd like to do is put that up on the website for citizens to be able to see the map and then we can update it as needed. You know every so often so on a yearly basis.

ALD COBBS: (inaudible)

DAVE TYSON: The way we will use it, it's going to let us know what the roads the conditions that each of the roads are in. The engineering firm said that they will give us options on how you can use it. If you want to do a five-year program to get caught up a two-year program. They'll tell you know what the cost would be what you need to bond for. It will help I believe it's going to help every one of the Alderman rank their own wards within your ward. So, that you basically get your worse streets done first. The way it used to so that you can actually develop a program to get your streets back and conditioned to where you're being proactive instead of reactive. That of course depends on the amount of money you have to spend each year on maintenance.

ALD COBBS: (inaudible)

MAYOR CURTIS: Alderman Cobbs, can you use the mic?

ALD COBBS: Yes, I sure will. Yeah, so has this been done in any other municipalities?

DAVE TYSON: It's been done in a lot of municipalities up north. The closest one to us is Bradley. Theirs was done last year and they actually use the program, this program and actually went out and bonded to do a lot of their roads last year.

MAYOR CURTIS: Alderman Prude?

ALD PRUDE: So you will put it on the website. Will we be able to get a copy of our wards (inaudible)?

MAYOR CURTIS: Yeah, we'll do hardcopies we'll print them off. We can do ward by ward, we can do city for you. Ultimately when we have our software system, I would hope it would be uploaded into our software system when you have your tablet in the future so that you can actually zoom into different areas and look at the map so you can say I want to look at Schuyler Avenue and see how that compares to North Evergreen or something like that but yes, we

would print that all off for the board so you can see it. Alderman Jones?

ALD JONES:

(inaudible)

MAYOR CURTIS:

Well it's kind of it's on an annual basis. We have so much money every year for MFT. So yeah, this probably doesn't eliminate the discussions with your residents. But you have a tool to show the residents maybe why you're not doing this and you're doing somebody else's ultimately you still kind of have some decision on what you want to do in your wards and which streets. But this gives you a tool so I did look at one of the examples was a good choice. Bradley's that was done a couple years ago. If you look on their map, and even though they've done quite a bit of work, they still had some streets that had yellow lines on it with some red, some are more yellow, green kind of showing so I'm sure they're concentrating on their yellow streets that those the ones are probably going to pothole more likely the streets that have a green shade on it or so. But to answer a question, repair, this just does not repair. This just because this analysis of how we look at it say you know what we're going to need you know, we did one point we did 2.1 million last year on road improvements, road and alleys. I think we also the alleys we're gonna have to come up with a plan for the alleys in the future. I think everybody's alleys are really started or 25 years old. The garbage trucks and everything are just starting to put a lot of wear and tear on them. Some of them already busted up and becoming some third areas. This will give us an announcement I think we're gonna see a lot of red on the alleys when we get this report but then that'll give us an idea to figure out how much we need to do you know put together a plan for the next couple years. Any other questions? Roll Call.

ZACH NEWTON:

Ald Lewis - Aye	Ald Swanson – Absent
Ald Prude - Aye	Ald Johnson – Aye
Ald O'Brien - Aye	Ald Jones – Aye
Ald Osenga - Aye	Clerk Gall- Aye
AYES: 7	NAYS: 0

Item C: Chapter 34 Sewer Rates (pulled from agenda)

MAYOR CURTIS:

That will be in packet tonight for recommendation of city council. Next is Item C. I did send out an email late right after lunch say this is we are going to pull this ordinance tonight and bring it back to you on April 4. This is the reason being is I think this document here we need to adjust the talk. So, this is our ordinance amending the sewer charges if we have an annual basis or garbage charges.

We did that last year for five-year period. We do have an increase that we're looking at with our industrial sector that we recommended but the way this is written up this is also dealing with the fixed charge regarding the residential sewer rates and this has a I believe a higher charge and we really want to do I think our this was tied into substantial increases and I think we want to keep the residential as low as possible. So, after noticing some of these issues today, I just thought it was best that we bring it back in two weeks and get it solved. I don't think we want to do a residential charge to increase that get anywhere near six and a half or so percent. I think we want to keep it pretty much flat or equal or a very minimal increase if needed. I'd like to wait till Elizabeth Kubal come back from vacation which will be on Thursday. Met with her with Dan and Dave and discuss what we think we need for adequate amounts to have a budget that is balanced, but also try to put as least a little increases if any, to the residential sector of our residents. So, it's in here for your review, but we'll have this back at city council on April 4th. So, we're gonna pull that tonight for that reason. So, I think if we pass this this could do producing potential harm to the residents.

Item D: Juneteenth Holiday 2022

MAYOR CURTIS:

If you remember back in city council, I think a couple months ago actually was back in right before the end of the year. We did the city holiday schedule for the city of Kankakee. We approved that the holidays being recognized federally and by the state of Illinois do tend to be a holiday for the city of Kankakee ESU holidays are different than the city of Kankakee. My understanding and again, Mr. Doyle or anybody if they want to correct this for they take less days off in the winter just because it's snow time. So, there's certain days that the city can key I think a good example was Presidents Day I believe Environmental Services worked on Presidents Day correctly. So right now, with the union contracts and with the handbook for ESU. That is not recommended. Juneteenth is not a recognized holiday for ESU. My opinion was as if it's recognized for the city Kankakee I think quite frankly should be recognized for the entire city of Kankakee, including the ESU Department which would be your Department of Public Works, your Laboratory Services and your Sewer/Tech Services. With that we would need a recommendation from this committee if they would like to go that route. If they do. We would take this recommendation from this committee and we'd take it as a side letter with the unions and talk to about adding additional holiday. I don't think there'd be much pushback, I'd be shocked. But we do have to go through the proper channels to do that. So, looking for a

motion from this committee to recognize the Environmental Services Utilities as Juneteenth having official holiday?

ALD PRUDE: So move.

ALD LEWIS: Second

MAYOR CURTIS: Motioned by Alderman Prude and seconded by Alderwoman Lewis. Are there any questions or comments? Seeing none, Roll Call.

ZACH NEWTON:	Ald Lewis - Aye	Ald Swanson – Absent
	Ald Prude - Aye	Ald Johnson – Aye
	Ald O’Brien - Aye	Ald Jones – Aye
	Ald Osenga - Aye	Clerk Gall- Aye
	AYES: 7	NAYS: 0

MAYOR CURTIS: We will take this to Carolyn Crosswell and the HR department will have her work on it to make this an official holiday for the entire city of Kankakee We do not have a need for Executive Session tonight. Is there any questions or comments? Alderwoman Lewis?

ALD LEWIS: (inaudible) weeds over there?

MAYOR CUTIS: Yes, my goal was to call James and Dennis today to get a meeting about different things. This is the area of the just to the west of the DPW garage building there Soldier Creek about thing of a cutback some of the weeds off the fence line there. If it's something that's easier done or that's better with summer help or if that's easy to do before the leaves growing but so request of the Fifth Ward would like to see done so but I'll get with you guys and talk about that and a couple other things. So can we real quick just mentioned and I'll defer to Mr. Lopez or Mr. Doyle, summer help there is an active we're looking to hire some help for Department of Public Works this year. Correct. Do we have a number of what we're targeting, roughly a ballpark doesn't have be exact. Okay, so one of the things is Carolyn's working with them. So, we are going to be looking for summer help this year. So, we'll get the official information of the number of bodies that we're looking for pay scale along that lane and the residents that we're looking for some people to basically change your appearance to our city this summer.

DENNIS DOYLE: We budgeted for the last two years COVID situation there wasn't an effective way to distance (inaudible) young as 16 for some tasks but prefer 17 -18 years of age or more depending on equipment.

MAYOR CURTIS: What we'll do is, again, we'll give Carolyn I know there's been some discussions we'll make sure we get out to all the Aldermen and Alderwomen the requirements for summer help. Alderwoman Johnson?

ALD JOHNSON: I just want to thank Zach and everyone (inaudible).

ADJOURNMENT

MAYOR CURTIS: Motion to adjourn.

ALD PRUDE: So move.

ALD JONES: Second.

MAYOR CURTIS: Motioned by Alderman Prude and Seconded by Alderman Jones. All in favor?

ESU BOARD: Aye.

MAYOR CURTIS: Opposed? Thank you, everyone.